
REGULAR MEETING – MONDAY, MARCH 24, 2008
COUNCIL CHAMBERS AT CITY HALL – 500 CASTRO STREET
6:30 P.M.

1. **CALL TO ORDER**

The meeting was called to order at 6:32 p.m. by Bruce Karney.

2. **ROLL CALL**

Task Force Steering Committee Members Present: Steven Bishop, Yvonne Farrell (6:41 p.m.), Sue Graham, Deb Henigson, Cynthia Kapphahn (6:38 p.m.), Bruce Karney, James Kempf (6:35 p.m.), Aileen La Bouff, Marn Yee Lee, Ignacio Martin-Bragado, Randy Potter and Janis Zinn.

Task Force Steering Committee Members Absent: None.

At-Large Members Present: Jennifer Anderson, Mike Balma, John Carpenter, Cliff Chambers, Roberta Chisam, Bruce England, Justine Fenwick, Mark Gilkey, Cliff Greenman, Mike Groethe, Jane Horton, Shirley Ingalls, Mike Kahn, Twana Karney, Julie Lovins, David Oliver, David Paradise, Scott Peterson, Jeff Segall, Greg Unangst and Gary Young.

At-Large Members Absent: Curt Carlson, Anthony Chang, Bidya Choudhury, Nancy Dinsmore, John Eckstein, Esperanza Sanz-Escudero, Tracy Gibbons, Mike Grall, Katherine Greene, Sasha Grinshpun, Tian Harter, Kirsten Hayes, Forrest Linebarger, Jerri-Ann Meyer, Elizabeth Mezias, Phyllis Michel, Jerry Montz, Larry Moore, Theresa Munoz, Sheela Pai, Kyra Pehrson, Elisa Peters, Matt Prieshoff, Kaj Rekola, Court Rye, Kalwant Sandhu, David Saxton, Aaron Sklar, Liz Snyder-Liles, Geri Spieler, Dave Troutner, Himanshu Verma and Cheryl Woodward.

General Public Present: None.

City Staff Present: Steve Attinger, Environmental Sustainability Coordinator.

3. **ORAL COMMUNICATIONS FROM THE PUBLIC**

Bruce England presented a list of suggestions for consideration by the Steering Committee.

4. MINUTES APPROVAL

Motion—M/S Aileen La Bouff/Janis Zinn—Approved 12-0—Approve the minutes of the March 10, 2008 meeting.

5. NEW BUSINESS

5.1 WORKING GROUP GUIDELINES

This item was deferred to the next meeting on April 7, 2008.

5.2 WORKING GROUP CHAIR UPDATES

Each working group Chair updated the Task Force on their group's progress.

5.3 WORKING GROUP LOGISTICS

The Task Force discussed the logistics of running the working groups, including: (1) the need for a Chair for the Transportation working group; (2) lack of participation by certain at-large members; (3) the need for a list of confirmed working group members; (4) the need for a link from the City web site to the Google Groups site; (5) the need for working group Chairs to post updates directly to their Google Group; (6) whether each of the 11 working groups should mirror the Energy Group in scheduling three public input meetings, or whether there should be fewer, larger meetings; and (7) the dates, format and logistics of the public input meetings.

Motion—M/S Deb Henigson/Marn Yee Lee —Approved 12-0—Convene two public input meetings; one "open mic" night with a stated time limit, and the other with working group "stations" around a room. The meetings must meet the following criteria:

- Meetings will take place on April 21, 2008 and May 19, 2008.
- Meetings should be well publicized.
- The Task Force will provide language interpreters, if possible, using City services or volunteers.
- The "open mic" night will be formally moderated by a non-Steering Committee member.
- At the "stations" night, a representative from each working group will be present to record input for their group.

- The Task Force will set up a suggestion box in City Hall for people who cannot attend any of the meetings.

Motion—M/S Bruce Karney/Cynthia Kappahn—Approved 12-0—Appoint Cliff Chambers as the Chair of the Transportation working group, with Deb Henigson as a possible Co-Chair.

5.4 WORKING GROUP PARTICIPATION

This item was deferred to the next meeting due to losing a quorum.

5.5 TASK FORCE LOGO

This item was deferred to the next meeting due to losing a quorum.

5.6 WORKING GROUP MEETING INFORMATION

This item was deferred to the next meeting due to losing a quorum.

5.7 CITY STAFF INPUT

This item was taken fourth, out of order. Steve Attinger explained that various City staff are available to assist the Task Force. Working group Chairs should e-mail a paragraph to Steve Attinger describing the request for a staff contact, and Steve will facilitate an introduction to the appropriate person.

6. TASK FORCE/STAFF COMMENTS, QUESTIONS AND REPORTS

The Steering Committee confirmed the next Task Force meeting as April 7, 2008, and set the agenda for completing items 5.1, 5.3, 5.4, 5.5 and 5.6 of the March 24, 2008 agenda.

7. ADJOURNMENT

The meeting was adjourned at 9:47 p.m.

SPA/7/PWK
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